

**LUCY ROBBINS WELLES LIBRARY
BOARD OF DIRECTORS MEETING
MARCH 10, 2008**

BOARD MEMBERS IN ATTENDANCE

Paul Crosswaith, Marie Dowling, Anna Eddy (arrived at 7:37 PM), Sue Halpin, Iris Larsson, Maureen O'Connor Lyons, Tony Palermino, Neil Ryan, Eric Rothauser, Diane Stamm, Trudie Walker, Sue Wright

BOARD MEMBER ABSENT

Dennis Doyle, Judy Igielski

STAFF

Marian Amodeo, Library Director
Lisa Masten, Assistant Library Director
Gail Whitney, Secretary for the Board

TOWN COUNCIL LIAISONS ABSENT

Kris Nasinnyk
David Nagel

FRIENDS MEMBER

Brian Wood

FRIENDS MEMBER ABSENT

Patty Foley

CALL TO ORDER

The meeting was called to order by Maureen O'Connor Lyons at 7:04PM.

I. ROLL CALL

II. SECRETARY'S REPORT/COMMUNICATIONS/MINUTES

MOTION: Marie Dowling made a motion to accept the minutes of the regular monthly meeting of February 11, 2008, Trudie Walker seconded the motion, and the motion to accept the minutes of the regular monthly meeting of February 11, 2008 was unanimously approved with an 11-0 vote.

III. PUBLIC PARTICIPATION

There was no Public Participation.

IV. TREASURER'S REPORT

Iris reported on approximate amounts in various accounts: \$8,000 in the checking account, Everbank accounts have \$33,000 and \$49,000, and Bank of America Money Market \$9,800 which is used for the day to day bills.

V. LIBRARY DIRECTOR'S REPORT

Marian reported that she and Lisa met with Mitchell Page of the Town's Joint Safety Committee. The three of them toured the Library for safety issues and spoke about the doorway that leads down to the basement and security cameras.

Marian then spoke about the Town's new Facilities Manager. All of the Town Department's facility budgets will go through the new Facilities Manager. Therefore, if there is an issue like a leaky roof, a work order has to be written and responded to. The Library has asked for some budget money to take care of day-to-day building maintenance issues. The reason for this is that it is less expensive to purchase items in bulk. This is new for the Town Departments and the heads of these departments will work with the new Facilities Manager on this. Diane suggested keeping track of what has to go through the Facilities Manager and the timeliness of responses.

The Town Council will discuss the tax abatement issue for the Foley house. A letter was written and the Town Manager informed the Town Council that this tax abatement issue would be discussed at the Town Council meeting. The Library's budget will also be discussed at the next Town Council meeting.

Programs for March include continuation of the Big Read, Brown Bag It, a biography on Humphrey Bogart, Getaways New England and Beyond, Changing Your Career, a teen program, and preparing for kindergarten.

Lisa passed around information on the upcoming Connecticut Library Association's Conference scheduled for April 29th and 30th. This conference is being held at the Mystic Marriott.

Marian spoke with a gentleman, Scott Bruske, who lives on Hartt Lane who asked about plans for the Library expansion. He also expressed an interest in serving on the Library Board.

VI. ASSISTANT LIBRARY DIRECTOR'S REPORT

Lisa Masten reported that the Library's new website went live on February 15th. Staff is presently being trained on the new software.

VII. FRIENDS OF THE LIBRARY

Patty Foley was not in attendance. Brian Wood reported that the Friends will participate in the Newington Chamber of Commerce's upcoming Home and Business Showcase on Saturday, March 29th. The book sale is scheduled for May 2nd through 4th. There is still a space issue for the storage of books, especially since the temporary closing of the Wethersfield and West Hartford libraries. Book donations from those places are now being brought to Newington. Patty continues to research information on the storage container.

VIII. COMMITTEE REPORTS

A. PEP (Planning, Evaluation, Policy)

Neil Ryan reported there is one vacancy on the Board and he has contacted the Republican Town Committee regarding this vacancy. This vacancy was due to the fact that Iris Larsson resigned from her Town Board position and became a Corporate Board position.

B. Investment Committee

Eric stated he had no report.

C. House Committee

1. Wood Furniture Refinishing
2. All New Chairs In

Marie reported that all wood surfaces throughout the Library are in the process of being refinished. Additionally, there are new computer chairs in the Children's Room.

D. Facility and Site

Paul stated he had no report. Marian reported that Town Manager John Salomone has been invited to attend the Library's April meeting.

E. Fund Development

Anna stated she had no report, other than to ask Lisa for a copy of the fundraising letter for the 5K Race.

F. Budget

1. Facilities Maintenance Budget

This was discussed under the Library Director's Report.

2. Budget Review with Town Council – Tuesday, March 11th at 7:00 PM

Tony reported to the Board that the Library's budget would be discussed with the Town Council on Tuesday, March 11th at 7:00 PM.

IX. OLD BUSINESS

A. 5K Race

Eric reported that the 5K Race Committee met this evening prior to the Library Board meeting. All is progressing well with sponsors committing. Diane is handling t-shirts. Kevin has

secured the timing company that was used two years ago. Registrations were stuffed in envelopes this evening and will be sent out. The next meeting is prior to the Board's April meeting.

B. Foley Property

Marian reported that the trash company came by today looking for the trash receptacle that was at the house. She also stated that the property needs to be raked.

C. Charter Revision – Library Overview

Marian, Paul, Judy, and Maureen attended the meeting of the Charter Revision Committee. There was discussion about the Library Director's reporting structure to the Town Manager. The Board would like the this policy to remain the same due to the Board's unique relationship with the Library Director and the day to day interaction with annual reviews and felt that the Town Manager takes this annual review to heart. Additionally, the structure of the Board with Town appointed members is mentioned in the Charter Revision. The Charter Revision Committee was made aware of the Foley property purchase and that the expansion would be a benefit to the entire Town. Tony asked what the Charter says about the Town appointments. The response was that it mentions the six members and the six year term, and that the Town Council approves these Town appointments. The Charter does not mention individual party committees.

D. Patriot Act Issues

Eric stated that there is nothing new.

X. NEW BUSINESS

1. CLA Conference

Lisa distributed information on this to the Board.

XI. PUBLIC PARTICIPATION

There was no Public Participation.

XII. ADJOURNMENT

MOTION: Paul Crosswaith made a motion to adjourn, Iris Larsson seconded the motion, all were in favor, and the motion to adjourn was unanimously accepted at 7:45 PM with an 11-0 vote.